

PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Administration Committee was held on Wednesday, December 7, 2016 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI

Present: Chair Schadewald, Supervisor Kneiszel, Supervisor Blom, Supervisor Vander Leest
Supervisor Becker

Also Present: Supervisor Landwehr; Treasurer Paul Zeller, Child Support Director Maria Lasecki,
Technology Services Director August Neverman, Director of Administration Chad Weininger,
Interim HR Director Pete Bilski, Benefits Manager Tom Smith, other interested parties.

Audio & Video of this meeting is available by contacting the County Board Office at (920) 448-4015

I. Call to Order.

The meeting was called to order by Chair Richard Schadewald at 6:15 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Blom, seconded by Supervisor Becker to approve. Vote taken.

MOTION CARRIED UNANIMOUSLY

1. Review minutes of:

a. Housing Authority (September 19, 2016 and October 17, 2016).

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public - None.

Communications

2. Communication from Supervisor Schadewald re: 2018 Budget Proposals re: Health Insurance and Pay Options earlier in the year.

Chair Schadewald informed he would like this Committee to constantly be evaluating health insurance and pay options with the understanding that we would start to look at potential options early in the year and try to solidify things by August or September.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Communication from Supervisor Schadewald re: That County Code and policy be examined relating to pay increases, health insurance, employee benefits and any other policies concerning employee compensation so that each is a separate resolution at budget time. *Referred from November County Board.*

Schadewald said he put this communication in because sometimes Supervisors like one part of the resolution, but not other parts and since when the County Executive vetoes a resolution, it is the whole document that is vetoed he feels that separate issues should be done through separate resolutions so that the County Board can speak to each item.

Supervisor Becker does not feel pay and insurance can be separate because what is done with the insurance has a direct reflection on what happens with pay in terms of what is taken out and how much the health insurance will be increased. He feels the conversation still needs to be had as a whole since they both affect each other.

Schadewald responded that this is mainly a procedural communication and many people will hopefully remember how the veto worked and separate the subjects in the budget. He hopes in 2017 this Administration Committee will be preparing the full County Board for their ability to vote on things with full knowledge ahead of time.

**Motion made by Supervisor Kneiszel, seconded by Supervisor Blom to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Reports

4. **Brown County Financial Statement Results – Levy Funded Departments as of October 31, 2016.**

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Treasurer

5. **Budget Performance Report for the period January - October 2016.**

Treasurer Paul Zeller referred to Page 19 of the agenda packet and specifically the unrealized gain or loss interest. He noted the report in the packet is through October 31, but following the election the price of government bonds and agency securities has plummeted and therefore the unrealized gain will come in much lower at the end of the year. Zeller continued that that gain has been reduced to about \$60,000 from \$381,000 but noted that if interest rates would stay steady, the price of these bonds will rise.

Zeller continued that tax bills have been printed and sorted by municipality and will be taken to the mail facility on Friday and should arrive to taxpayers on Monday or Tuesday. He also informed that Brown County TS reprogrammed the bills to reflect the required referendum information so the bills will look a little different. The RFP results for the new land records system have come in and proposals are being evaluated. The implementation date is targeted for April. Zeller said TS dedicated several people to the project and they did a great job.

No action taken.

6. **Discussion and possible action on the following tax deed parcels:**

- a. **PARCEL HB-855-3 (Hobart) at 973 HAVEN PLACE**

County cost = \$ 72,902.56 (TIP) + approx. \$ 7,700 - 2016 taxes*

Special Assessment, Special Interest & Penalty due = \$ 26,775.73

****The current assessed valuation of \$401,800 will result in a 2016 tax bill in the ballpark of \$ 7,700 due 1-31-2017 because the parcel was taxable on January 1, 2016.***

Zeller informed this parcel was part of last year's in rem process and the judgment was signed by the Circuit Court Judge in April granting the County title and deed to the parcel. The first step Zeller has to do is evaluate the property which has already taken a fair amount of time due to environmental concerns, condition of the property, etc. Per County Ordinance any tax deed parcels must be offered to all other County departments as a first step. During this process, Port and Resource Recovery responded right away with an interest in the parcel. Director of Port and Resource Recovery Dean Haen joined Zeller in investigating the environmental concerns on the property and they also met with the DNR on this. Haen then evaluated the four structures and looked at total cleaning costs and razing two of the buildings as he wanted to know what Port and Resource Recovery would be getting into if they chose to purchase the property. Haen did his due diligence and determined that his department could use this parcel and prepared a transaction amount that passed the Solid Waste

Board and the Planning, Development and Transportation Committee. This required a budget transfer which went to the full County Board for approval but did not achieve a 2/3 majority; the vote was 17 to 8. Corporation Counsel was then asked to provide a legal opinion on this and it is the opinion of Corporation Counsel that a 17 to 8 vote, even though it is more than 66.6%, does not constitute the 2/3 required because you have to use the full number of Supervisors. Accordingly, the sale to Port and Resource Recovery failed and the question now is how to proceed.

Zeller said he has presented options with regard to sale of the property in the past. The normal procedure would be to list this on the online auction site and provide legal notice. Typically these properties are sold "as is" by quit claim deed, not warranty deed and there are no assurances with regard to title conditions or anything else. Zeller said he has been contacted by parties who are interested in the property, both individual and government units.

Schadewald noted Zeller has followed policy, code and procedure right to the letter and this Committee will do the same. He asked Haen where he was with the property and Haen said he is still interested, but it is not something they have to have although he does think it is a unique opportunity that could be cleaned up and fit into the mission of Port and Resource Recovery.

Supervisor Landwehr said in general he is not in favor of pulling property off the tax rolls when there is not a specific use for it. If we are critical of other government entities doing it, it would seem hypocritical for us to do it ourselves.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Chad Roffers, 908 Cortez Court, Hobart, WI

Roffers said he has property on the corner of Mason and Pine Tree and he also has a shop on Mason Street and is familiar with the property being discussed here. He would like to use the property on Haven Place for light industrial or maybe some rental property. Schadewald said that we are not setting prices or negotiating, but he was happy that Roffers shared his interest in the property. He said that he is familiar with the property and knows that it needs a lot of work. Roffers would like to make an offer on the property but Schadewald explained that offers are not made at the Committee level; if the property is offered it will be offered online so everyone can see the listing. Zeller said that he would contact Roffers directly to let him know that the sale process is starting.

Zeller said there is also the sealed bid process that could be used, but the ability to reach the potential bidding pool is diminished with this method. Schadewald said the current procedure has been used for the past several years and that is the procedure we will use to keep things transparent with nothing hidden. Zeller said that using the auction site does add an additional purchase cost to the buyer that would be avoided in a commercial sale. He explained the County could go the commercial realtor route as well, but in that case, the County would have to pay the commission out of the proceeds.

Motion made by Supervisor Becker, seconded by Supervisor Blom to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Haen reiterated that his department is indifferent on this property; it is not a must-have. Supervisor Kneiszel said that ultimately the job of the Committee and Board is to get the highest amount of money possible for the property and he asked the Treasurer what he felt the best way to reach the most potential buyers is. Zeller responded that Wisconsin Surplus online auctions have over 50,000 registered bidders on the site, although the pool that bids on residential properties is probably different than the pool that bids on commercial properties. Zeller continued that his mission is to get out of the property the general taxes, interest and penalties due. If the property is sold for less than about \$80,000 there will be a loss to the Treasurer's Office on the parcel. The inter-governmental transaction with Port and Resource Recovery would make the County whole. If the parcel is put out for bids on the auction site, the high bid does not need to be accepted by the Administration Committee as the Committee has the authority to accept or reject any bid for any

reason. The bidding is transparent until the auction ends so viewers would know what the high bid is right up to the time that the auction ends. The auction site accepts bids in 10 minute increments until there is no bid in 10 minutes. The high bidder is not necessarily assured the property as that high bid comes before the Administration Committee for approval. There is a condition that the bidder must accept that the high bid is subject to approval by this Committee.

Zeller reiterated that the ultimate goal is to get the County's costs out of this; he does not have a mission to achieve a gain on sale. Supervisor Kneiszel said that breaking even to him is not right and he would not vote to sell it this way if a profit cannot be made. Supervisor Becker said from a business perspective we have to be responsible to the tax payers. Schadewald said it sounds like the feeling is that if all we are doing is trying to break even, it would be more worth it to the County to utilize the property. Kneiszel said he has seen many times where property has gone for sale by municipalities where they are overjoyed to have their costs covered, but it is really giving someone an incredible bargain. He said we know the subject property is worth somewhere above \$80,000 but less than \$400,000 but he does not want the County to be satisfied with just hitting some minimum target. Becker added it would not go over well with taxpayers that taxes were just raised, but then the County would sell property for costs. This would make the bidder the winner instead of the residents of the county.

Schadewald said the idea is that it is not the property; it is the tax issue collecting on the property which is what the best interest of the taxpayers is. Holding the property for another year means the County loses property taxes on it. Becker understands the goal is to get the property back on the tax roll, but it would also be nice to make a profit.

Zeller referred to the statutes provided in the agenda packet which state on a first attempt to sell a property the County has to obtain an opinion of value and this will be his first step. This opinion of value will be a more objective opinion than the assessment value. Supervisor Blom asked what the cost is to get an opinion of value and Zeller said it is \$650 but that cost can be added into the cost of sale. Kneiszel asked if we need to decide on the Port and Resource Recovery angle before any other decisions are made. Schadewald said the Committee needs to decide if we want to go to the route of going back to the County Board to get the 18 votes or if we went to go the route of getting the property appraised.

Haen said another option may be to list the property for auction and if the bids do not come in at a number that the County feels they need, Port and Resource Recovery can then pay the back taxes. Schadewald said he would lean towards listing this for sale and if the numbers did not come back at a number the Committee feels are acceptable, then the property could go to Port and Resource Recovery. A question was asked if one of the options was for Port and Resource Recovery to clean the property up and make it more viable and then sell it again at an increased value. Haen responded that at a minimum he was thinking they would clean up the property, take the two buildings down and gut the others after salvaging the recyclables. He felt the site could be cleaned up for \$20,000 - \$30,000. The Solid Waste Board put the condition on it that if Port and Resource Recovery does not have a use for the property in five years, it would be sold on the open market.

Blom asked if remediation services would be opened up for bids by other qualified contractors that have places of business in Brown County that could do the same service. Haen said they priced it out and the buildings can come down at zero cost and they also have existing contracts to haul solid waste from the landfill to the transfer station and they would just build onto that. The steel from the buildings would be recycled and Haen noted the cleanup is not environmental, it is mainly solid waste and debris. There is some styrene contamination that could also go to the landfill. There is no hazardous waste cleanup on the property.

Schadewald asked how the property would be sold if Port and Resource Recovery did not have a use for it after five years. Haen responded that the County Board would have to decide on how to craft a sale. Zeller said the Committee should keep in mind that any buyer gets no assurances of condition, lens, etc. because the property is sold by quit claim deed. This creates some risk on the buyer side. If it is considered a great buy, there could be something on the back side that is not so great.

Supervisor Vander Leest said his suggestion would be to put the property on the market to see what the interest is. He would like to see the property put back on the tax roll. If Port and Resource Recovery really wants the property, he would look at that option as well, but his suggestion would be to test the waters first. Becker spoke to this and said that he came into this whole thing to take the experience he has in business and bring it to the County. He would like to see what we have and what kind of bids we have to have. He agreed with Landwehr that the goal should be to get this property back on the tax roll.

Kneiszel feels the Port and Resource Recovery option would be a way to ensure getting the property into really good shape and getting it ready for its highest and best use and therefore when it is sold for more money, it would generate more taxes. Consequently, if someone gets the property for a bargain, they could not do anything with the property for a number of years which would result in lower taxes and would not be a benefit to anyone. Port and Resource Recovery is saying they want to clean it up right away and if they do not do anything else with it for five years, then it would be sold for more money. He realizes someone will want to get a bargain on this. Becker reminded that at this time the market of the property is not known. When the bid process ends, this Committee will be back here talking about this again and making a decision as to if the bid is acceptable. Becker also likes the idea of Port and Resource Recovery cleaning the property up, but by putting it out for bid, the rest of the options will be realized.

Schadewald said the Administration Committee would make a final decision on a bid, but the County Board would make the decision with regard to the Port and Resource Recovery proposal. The good news is that we are only talking about putting this off for a few months. Zeller reminded that the Committee is not bound by the first attempt at sale and there has been success in the past in putting property up for sale more than one time to achieve an acceptable bid.

Blom asked if the water and utilities are currently shut off to the property so that we do not have to worry about damage. Zeller said the property had been insecure and extensively vandalized and there is still the possibility of people getting on the property, but they have blocked the entrances and locked the gates. The buyers in the auction format have no legal right to be on the property. They are not given anything other than photographs and are prohibited from entry on the property or into the buildings.

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to direct the Treasurer to put the property out to bid by the public. Vote taken. Ayes: Becker, Vander Leest, Blom Nay: Kneiszel, Schadewald MOTION CARRIED 3 to 2

**b. PARCEL 21-1293-2 (City of Green Bay) at 1739 MAIN STREET
County cost = \$ 24,611.72 (TIP) + approx. \$ 0 - 2016 taxes***

Zeller informed that an attempt was made to sell this parcel online as well as by sealed bid. He has contacted adjacent property owners to see if they had interest in the property and they did not receive any bids. This is a petroleum contaminated site. The City placed a raze order on the property and the buildings were torn down. The gasoline storage tanks have been removed, but there is contamination of an unknown extent. Once title to the property was obtained, Zeller did file the paperwork required for Brown County to obtain the liability exemption from Wisconsin Spill Law. He explained there are formal steps to take and forms to file and this has been done and the County has received the exemption. Zeller said the County is the best party able to clean this site of the contamination and he is bringing this option to the Committee and recommends this option to add value to the property. He noted that the City has an enormous special assessment on the parcel beyond what is owed to the County. The bottom line is that the DNR is willing and cooperating with the County to clean the property up but there are no grant funds from the State for this. Zeller said the funds to clean up the property would come out of the tax deed account and he feels that the only way to get a buyer for the property is to take care of the contamination. There is a for sale sign on the property currently but he has not received a single call from anyone interested. Zeller estimated the cost to clean up the property to be somewhere between \$20,000 - \$50,000. The liability exemption is not transferrable to another party. Both of the adjacent property owners are

interested, but they are afraid of the contamination. Zeller has talked to Planning on this and they would be helpful if the County were to pursue cleanup of the property.

Vander Leest asked Weininger if the property was sold to an adjacent property owner if it would be in the best interest of the County. Weininger said that in the long run it may make sense to do what the Treasurer is proposing. This is something that will have to be dealt with at some point.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to get a bid for cleanup costs. Vote taken. MOTION CARRIED UNANIMOUSLY

Child Support

7. Budget Status Financial Report for October 2016.

Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. Departmental Opening Summary.

Child Support Director Maria Lasecki said she received a resignation on Monday, but up to that point they were fully staffed. She will be recruiting for the position to get someone on board as soon as possible and she noted that the new process is working very well.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Director Summary for October and November 2016.

Lasecki called the Committee's attention to the second graph in the agenda packet which is an overview of pre-SPSK and post-SPSK performance. Of note is that the regional office recognizes a .01 increase as a gain, but Brown County is realizing gains much, much higher than that based on education and outreach and she attributes this to her staff and their willingness to embrace change.

Schadewald asked Lasecki if she has received feedback from her staff regarding the pay raises and overtime policies. She responded that her department has always been very pay-for-performance based and her staff is very much in favor of looking at implementation of some sort of strategic wage and comp plan that would allow for the mobility of individuals based on the Director's recommendation to move within their pay ranges and her staff is hopeful that the Board recognizes the need for this as well. She does not want to wait too long for this because in doing so candidates are not being attracted and she feels the County needs to give staff something to work for.

Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Technology Services

10. Budget Status Financial Report for October 2016.

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Technology Services Monthly Report.

Technology Services Director August Neverman said he had recently given a talk to the Townships Association regarding cyber security and Supervisor Clancy suggested that Neverman give the presentation to the full County Board. Schadewald said he will mention it and those that would be interested in hearing the presentations could make arrangements to do so.

Motion made by Supervisor Vander Leest, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Resolution to Expand Brown County Community Area Network.

Neverman explained that this would expand the services and options of what could be provided through the program. It can be expanded and they have been doing that for schools, municipalities and non-profits, but one of the things that comes up repeatedly is if the County can sell internet service and cyber security. The existing resolution does not allow for cost-based chargebacks to municipalities. Neverman said the original resolution was literally for just fiber and conduit. They have done a number of partnerships throughout the County and have well over 50 miles of fiber in the ground which has saved hundreds of thousands of dollars in costs because it allows point to point connections for the cost of the fiber. In some cases, it has been 26% cheaper than the public price.

Schadewald said he supports the resolution, but he does not want TS not getting County things done and then making money offering services to others. He wants to be sure that this would not infringe on County responsibilities. Neverman said the goal would be to function in services that would be a pass through without additional costs, but they could charge the percent of service to the township or city or school who is getting internet through us. Neverman said there could be situations where someone from TS may have to work on this, but the work would be charged back to that area so he would never be in a situation where County staff are being paid by the County but providing services for somewhere else. It is all cost-based and that is set out in the resolution.

Vander Leest noted that the City of Green Bay is setting up a network and will be putting in several large and numerous smaller towers throughout the city. This will be a public internet service. Neverman said that the service the County is providing is more like 911, tower to tower and the City is participating in BCCAN, so they could lease fiber at cost. The company Vander Leest is talking about may contract with BCCAN to hook the towers up.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Department of Administration

13. Budget Status Financial Report for October 2016.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Departmental Opening Summary.

Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

15. 2016 Budget Adjustment Log.

Motion made by Supervisor Kneiszel, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

16. Director's Reports.

Director of Administration Chad Weininger referred to the wrongful termination claim referenced in his report, and wanted to clarify that the claim that was filed was actually a notice of circumstance of claim which basically says there is a potential for a claim. The next step would be to file a claim and then a lawsuit.

Weininger also talked about the Oneida Service Agreement and indicated that they have met with the Oneida Nation and the County anticipates opening up the service agreement and negotiating in good faith. This will be dealt with in the first quarter of next year and will likely include some closed sessions.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to take Item 18 at this time. Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in the proper format here, Item 18 was taken at this time.

Human Resources:

17. Review of Class and Comp Study.

Interim Human Resources Director Pete Bilski said they have been having extensive conversations on this. Now they are into the detail and data gathering stage and are looking at description matches, titles, comparisons, etc. and they are continuing on with the process. Now that he has been here a few months it is clear to him that this has to be done. He has had some detailed conversations with the County Executive and feels that there will be a lot more detail and some solid recommendations coming after the first of the year.

Schadewald recalled we had a study, there was some implementation done on a department by department basis and then we didn't get to some of the departments and then we started to look at the study more so we looked at Gallagher. Now some people think we should take the information from the first study and use the money we would have paid Gallagher to start taking care of employees instead. We are still in the process of deciding what the best process is. Bilski agreed and said at the very least he finds it clear that we should eliminate some duplication in the second study which would also reduce the price. His main interest is the employees and taking care of them and then setting up a system internally with a small purchase of outside data that flows in so we have the market data.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Oneida Service Agreement

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

19. Turnover Report.

Bilski noted that 12 of the positions shown on the report were temporary positions or interns.

Motion made by Supervisor Blom, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

20. Position Approval Lists for October and November.

Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

21. Budget Status Financial Reports for September and October (unaudited).

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

22. Department Vacancies Report.

Motion made by Supervisor Vander Leest, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

23. Human Resources Report.

Bilski reported that there is a significant focus on hiring and branding the County as a good place to work. There are three key benefits: health insurance, retirement package and the number of days off and these things should be highlighted in the hiring process. Schadewald would like the Administration Committee to hear about the hiring process and how it currently works and how it can be improved. He would also like to hear how employee complaints are handled for things like threats and harassment. Bilski said he is on top of that and will bring information forward in the future. With regard to the hiring process, Bilski said the branding is an internal process. They do telephone interviewing and reference checking has become more robust and they are working on taking that to another level.

Bilski continued that HR is recruiting currently for a senior analyst and an HR analyst to get the group back up to speed. There were four full-time exempt, four full-time nonexempt and eight part-time employees hired in November.

With regard to the investigation process, Bilski has worked with Tom Smith and the analysts on this and they have put together an investigation procedure that is a lot more robust. He is very aggressive about doing it the right way and noted that several terminations were handled recently that went very well. There is a lot more thoroughness and discussion going on and he is bringing a lot more reality to the process.

Schadewald said he would like reports given on this to the Committee in the first part of next year so the Committee can listen and have the opportunity to ask questions of the people handling these situations. He would like to know first about the hiring process and then at a separate meeting he would like to hear about the investigation process.

Bilski said Tom Smith did a great job with the benefits and worked his tail off to get through what is normally a tough time. They had a number of meetings and talked to a great number of employees. Bilski found out from Smith's team that five retirees still want to stay on the plan and they will be reaching out to them to look at alternatives. Schadewald said he understands that retirees worry a lot about things that others don't have to worry about. Smith said that the concern is losing Prevea providers because Prevea is not available on the marketplace.

Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

24. County Clerk – Budget Status Financial Report for October 2016.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

25. Audit of bills.

Motion made by Supervisor Kneiszel, seconded by Supervisor Vander Leest to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

26. Such other matters as authorized by law.

27. Adjourn.

**Motion made by Supervisor Vander Leest, seconded by Supervisor Blom to adjourn at 8:07 p.m.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein	Therese Giannunzio
Recording Secretary	Transcriptionist